



Rights and Responsibilities for Better Communities

At the August 18, 2016 Board meeting, the Board adopted the Rights and Responsibilities for Communities as developed and recommended by Community Association Institute (CAI®).

The following statement was copied from a CAI® article that further explains and highlights the purpose and benefits of adopting these principles.

~*~

More than a destination at the end of the day, a community is a place you want to call home. There is a difference between living in a community and being part of that community. Being part of a community means sharing with your neighbors a common desire to promote harmony and contentment.

This goal is best achieved when homeowners, non-owner residents and association leaders recognize and accept their rights and responsibilities. In all cases, this entails striking a reasonable, logical balance between the preferences of individual homeowners and the best interests of the community as a whole. It is with this challenge in mind that Community Associations Institute (CAI) developed Rights and Responsibilities for Better Communities.

Like many worthwhile endeavors, community living cannot be free of conflict. Utopia does not exist. With all of their inherent advantages—and there are many—community associations often face difficult issues. While adopting Rights and Responsibilities will not eliminate all conflict, its adoption can stimulate communication, promote trust and cooperation, clarify expectations and build a greater sense of community.

Rights and Responsibilities, developed as an ideal standard to which communities could aspire, is a goal-based statement of principles designed to foster harmonious, vibrant, responsive and competent community associations. The principles were not designed to be in complete harmony with existing laws and regulations in 50 states, and in no way are they intended to subsume existing statutes.

Rights and Responsibilities for Better Communities

(adopted August 18, 2016)

Perhaps the greatest achievement for any association is creating and sustaining a sense of community among residents and leaders. This goal is best achieved when homeowners, non-owner residents and association leaders recognize and embrace their rights and responsibilities. It was with this goal in mind that CAI developed Rights and Responsibilities for Better Communities. These principles can serve as an important guidepost for board and committee members, community managers, homeowners and non-owner residents.

Homeowners have the right to:

1. A responsive and competent community association.
2. Honest, fair and respectful treatment by community leaders and managers.
3. Participate in governing the community association by attending meetings, serving on committees and standing for election.
4. Access appropriate association books and records.
5. Prudent expenditure of fees and other assessments.
6. Live in a community where the property is maintained according to established standards.
7. Fair treatment regarding financial and other association obligations, including the opportunity to discuss payment plans and options with the association before foreclosure is initiated.
8. Receive all documents that address rules and regulations governing the community association—if not prior to purchase and settlement by a real estate agent or attorney, then upon joining the community.
9. Appeal to appropriate community leaders those decisions affecting non-routine financial responsibilities or property rights.

(Continued on Page 3)

IMPORTANT NUMBERS

CGNOA Recreation Center281-290-6723
Guard House.....281-357-4183

SCHOOLS

Tomball Independent School Dist.281-357-3100
Willow Creek Elementary281-357-3080
Canyon Pointe Elementary.....281-357-3122
Northpointe Intermediate281-357-3020
Willow Wood Junior High281-357-3030
Tomball High School281-357-3220
Tomball Memorial High School.....281-357-3170

PROPERTY TAX

Harris County Tax.....713-224-1919
Mud #280 and Mud #15.....281-376-8802
NW Harris WCID.....281-376-8802

POLICE & FIRE

Emergency 911
Harris County Sheriff (Non Emergency)713-221-6000
Klein Vol. Fire Dept.281-376-4449

MEDICAL

Tomball Regional Medical Center281-401-7500
Methodist Willowbrook Hospital.....281-477-1000
Houston Northwest Medical Center281-440-1000
Cy-Fair Hospital.....281-586-4700
Texas Sports Medicine Center281-351-6300
Poison Control.....800-764-7661
Cypress Creek EMS (www.ccems.com)281-378-0800

UTILITIES

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(Continued from Cover)

Homeowners have the responsibility to:

1. Read and comply with the governing documents of the community.
2. Maintain their property according to established standards.
3. Treat association leaders honestly and with respect.
4. Vote in community elections and on other issues.
5. Pay association assessments and charges on time.
6. Contact association leaders or managers, if necessary, to discuss financial obligations and alternative payment arrangements.
7. Request reconsideration of material decisions that personally affect them.
8. Provide current contact information to association leaders or managers to help ensure they receive information from the community.
9. Ensure that those who reside on their property (e.g., tenants, relatives and friends) adhere to all rules and regulations.

Community leaders have the right to:

1. Expect owners and non-owner residents to meet their financial obligations to the community.
2. Expect residents to know and comply with the rules and regulations of the community and to stay informed by reading materials provided by the association.
3. Respectful and honest treatment from residents.
4. Conduct meetings in a positive and constructive atmosphere.
5. Receive support and constructive input from owners and non-owner residents.
6. Personal privacy at home and during leisure time in the community.
7. Take advantage of educational opportunities (e.g., publications, training workshops) that are directly related to their responsibilities and as approved by the association.

Community leaders have the responsibility to:

1. Fulfill their fiduciary duties to the community and exercise discretion in a manner they reasonably believe to be in the best interests of the community.
2. Exercise sound business judgment and follow established management practices.
3. Balance the needs and obligations of the community as a whole with those of individual homeowners and residents.
4. Understand the association's governing documents, become educated with respect to applicable state and local laws and manage the community association accordingly.
5. Establish committees or use other methods to obtain input from owners and non-owner residents.
6. Conduct open, fair and well-publicized elections.
7. Welcome and educate new members of the community—owners and non-owner residents alike.
8. Encourage input from residents on issues affecting them personally and the community as a whole.
9. Encourage events that foster neighborliness and a sense of community.

10. Conduct business in a transparent manner when feasible and appropriate.

11. Allow homeowners access to appropriate community records when requested.

12. Collect all monies due from owners and non-owner residents.

13. Devise appropriate and reasonable arrangements, when needed and as feasible, to facilitate the ability of individual home-owners to meet their financial obligations to the community.

14. Provide a process residents can use to appeal decisions affecting their non-routine financial responsibilities or property rights—where permitted by law and the association's governing documents.

15. Initiate foreclosure proceedings only as a measure of last resort.

16. Make covenants, conditions and restrictions as understandable as possible, adding clarifying "lay" language or supplementary materials when drafting or revising the documents.

17. Provide complete and timely disclosure of personal and financial conflicts of interest related to the actions of community leaders, e.g., officers, the board and committees.

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CANYON GATE

Canyon Gate at Northpointe Owner's Association

Board of Directors Meeting Minutes May 5, 2016

The Board of Directors of the Canyon Gate at Northpointe Owners Association (CGNOA) held its regular meeting on Thursday, May 5, 2016 at the CGNOA clubhouse located at 19522 Del Norte Canyon Drive. The meeting was called to order at 6:30 p.m. with a quorum of members present as follows: Brenda Stuart, Sherry Carthane, Jared Sanchez, Gregory Creel and Lee Stubbett. Also present were Deputy David Enstrom and Sgt. Charles Nagel representing the Sheriff's Department and Tally Jenkins, CMCA®, AMS®, PCAM® Community Manager. Several homeowners were also in attendance.

Resident Input: Residents in discussed deed restriction enforcement, the landscape schedule and the schedule to trim trees on the common areas and cul-de-sacs.

Adopt Agenda: Upon a motion by Brenda Stuart, seconded by Sherry Carthane, the Board unanimously adopted the agenda as presented.

Introduction of New Manager: The Board introduced Tally D. Jenkins, CMCA®, AMS®, PCAM® to the members in attendance as the new On-site Community Manager. Tally replaced Celeste Bellnoski who retired in February 2016.

Minutes: Upon a motion by Gregory Creel, seconded by Brenda Stuart the Board unanimously approved the minutes of the January 28, 2016 meeting.

Security Report: Deputy Enstrom presented the security report for the previous two month period.

Financial Reports: Brenda Stuart reviewed the financial reports for the months ending March 31, 2016 and April 30, 2016. Upon a motion by Sherry Carthane, seconded by Jared Sanchez the Board unanimously approved the financial reports and expenditures as presented.

Emergency Repairs: The following emergency repairs were reported:

Weight Room Water Damage - The ceiling and drywall in the weight room closet was removed due to mold growth at a cost of \$930.00. The mold was a result of the leaking roof. The drywall and ceiling will be replaced once the roof has been repaired.

Perimeter Fence Repair- Tuttle Construction installed a temporary wood fence along the Perimeter just East of Canyon Gate Pointe Drive that was damaged during the storms at a cost of \$581.32.

Old Business:

The Board postponed any decision regarding proposals for the installation of irrigation and landscaping along the Boudreaux fence line pending further review.

a) Install 2-2 station battery automatic controller \$11,040.28

b) Install 4 station battery automatic controller \$14,030.51

c) Install two 2" irrigation taps with meters \$5,516.86

The community garage sales will be held on May 14th and September 17th.

New Business

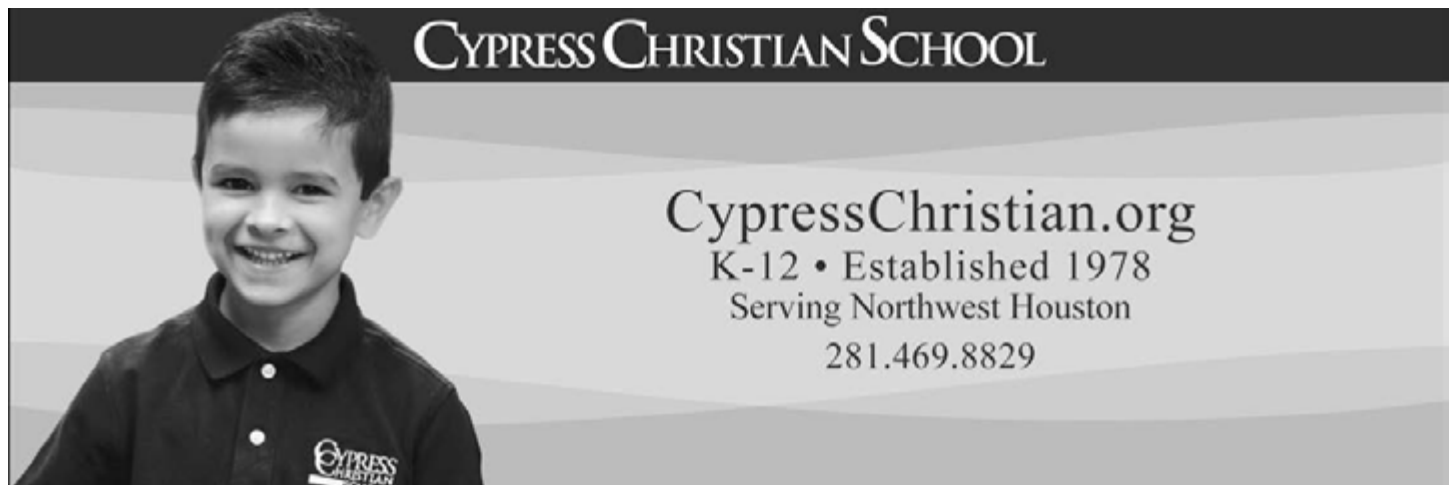
Letters of Appreciation - Copies of letters of appreciation from Canyon Pointe Elementary and Oakcrest Intermediate Schools are included for your record for the Adopt-a-School donations were distributed to the Board.

Homeowner Survey - Upon a motion by Gregory Creel, seconded by Sherry Carthane the Board approved questions to be included in a homeowner survey. The survey will be sent to the residents via email.

Homeowner Improvement Request Form (ACC Application) - The ACC application was been revised to assist owners in providing the documentation required to evaluate their request. A copy of the revised form was distributed to the Board. The updated form was also placed on the Association's website.

Roof Leak - Upon a motion by Brenda Stuart, seconded by

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Gregory Creel the Board unanimously approved a proposal to repair the roof from Live Oak Construction at a cost of \$2,240.00.

Perimeter Fence Repair – Upon a motion by Brenda Stuart, seconded by Gregory Creel the Board unanimously approved a proposal from Concrete Fence Systems to repair the damaged perimeter fence along HWY 249 at a cost of \$9,500.00.

Landscape Proposals – The Board reviewed and postponed any action on the following proposals pending receipt of additional information:

- #3367 Tree replacement on HWY 249 \$1,002.20
- #3446 Common area lawn aeration \$3,237.68
- #3593 Clean up and remove decomposed granite \$1,199.23
- #3591 Top off walking path with decomposed granite \$2,114.66
- #3594 Replace Jasmine in pool area
- #3595 Office entry flower bed \$909.34
- #3597 Del Norte Canyon Dr. trees \$2,679.63
- #3611 Landscape value engineering \$17,882.02 (Additional proposal requested from WaterLogic)

Upon a motion by Brenda Stuart, seconded by Sherry Carthane the Board unanimously approved proposal #3721 to install a 12”X12” catch basin with grate at basketball/playground \$344.72 to replace a damaged drain that is already installed.

Walk-In Gate Repair – Upon a motion by Gregory Creel, seconded

by Brenda Stuart the Board unanimously approved a proposal from Meyer Smith, Inc. to repair the walk in gate on North Canyon Pointe Drive and also repair the Section 7 exit gate at a cost of \$1,083.00.

Playground Slide and Repairs – The Board was advised that proposals to repair the playground slide were requested from several companies. Quality Playgrounds (original installer) is the only company that will provide a proposal as the playground does not meet CPSC | National Program for Playground Safety Standards for commercial equipment. The proposal will be presented to the Board to review when it is received. It was determined that the slide was damaged due to vandalism. The slide has been removed by Jared Sanchez and the playground secured to prevent injuries.

Villages Playground Broken Equipment – The Board was advised that some of the playground equipment in the Villages was broken and determined to be a safety issue. Many of the components are not commercial grade and it has been recommended the equipment be removed to reduce the Association’s liability. Upon a motion by Jared Sanchez, seconded by Brenda Stuart the Board unanimously approved the removal of the broken play equipment.

Basketball Court Lights – The Board was advised that two of the metal covers that also secure the lights in the basketball court have been damaged are dangling. A work order was issued to Prism Electric

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CANYON GATE

(Continued from Page 5)

to repair the light fixtures.

Tennis and Basketball Court Lights – The Board was advised that proposals have been solicited to install LED lights at the tennis and basketball courts. The proposals will be presented the Board when they are received.

Tennis Court Expansion Joints – The Board was advised that CL Sports was been contacted to review and provide a proposal to install caulk in the expansion joints at the tennis courts.

Pool Signage – The Board was advised that DS Recreation was contacted to review and insure all pool signage meets Health Department Codes.

Treadmill and Weight Bench Repair – Marathon Fitness has been contacted to repair the broken treadmill and replace the missing bolt on the weight bench.

HCAD Business Equipment Rendition – The Board was advised that as required, the annual Business Equipment Rendition was completed and submitted to Harris County Appraisal District.

Management Certificate Update – The Board was advised that as required by State Statutes, the Management Certificate was updated to reflect the change in Board members.

Removal of Storm Damaged Trees at Canyon Gate Drive Entrance – The Board was advised that two trees were damaged during the storms along HWY 249 near the Canyon Gate Pointe Drive and were removed at a cost of \$514.10.

Back Gate Repair – The Board was advised that the back gate was damaged and the chain was replaced by Meyer Smith.

Trim Oleanders in Pool Area – The Board was advised that LEI (Lightfoot Enterprises, Inc.) trimmed the Oleanders inside the pool area to allow access to the stairs in the baby pool near the water feature.

Newsletter Proposal – Upon a motion by Jared Sanchez, seconded by Brenda Stuart the Board unanimously approved a proposal from Peel Inc. to prepare a monthly newsletter for the community at no cost. The cost of the newsletter would be paid for by the advertising. The Association would be responsible for postage which is estimated to cost \$300.00 per month.

Access Control Procedures – The Board was advised that the procedures for access through the front and auxiliary gates is under review and will be presented to the Board when received.

Repair EZ Tag Reader at the Front Gate – The Board was advised that the EZ tag reader on the front gate was not reading correctly and DSS was contacted to repair.

Deed Restriction Enforcement – The Board was advised that the procedures for Deed Restriction Enforcement is under review and recommendations will be presented to the Board when the review is complete.

The Board adjourned into Executive Session at 7:28 p.m.

The board may convene an Executive Session, as needed, to consider actions involving personnel, litigation, contract negotiations, enforcement actions, attorney communications or other confidential information as allowed under the law. If any decisions are made

in Executive Session, they will be summarized in general terms and recorded in the minutes, to which Association members have complete access once those minutes are approved at the following regular meeting.

The executive session meeting adjourned and the Board reconvened the regular meeting at 8:51 p.m.

The meeting was adjourned at 8:52 p.m.

The next meeting date has not been determined.



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Canyon Gate at Northpointe Owner's Association

Board of Directors Meeting Minutes

March 10th 2016

The Board of Directors of the Canyon Gate at Northpointe Owners Association (CGNOA) held its regular meeting on Thursday, March 10, 2016 at the CGNOA clubhouse located at 19522 Del Norte Canyon Drive. The meeting was called to order at 6:00 p.m. with a quorum of members present as follows: Brenda Stuart, Sherry Carthane, Jared Sanchez, Gregory Creel and Lee Stubbett. Also present were Darlene Jones, Deputy David Enstrom and Les Lightfoot representing LEI, Lightfoot Enterprises, Inc. Nineteen (19) homeowners were also in attendance.

The Board adjourned into Executive Session at 6:01 p.m.

The executive session meeting adjourned and the Board reconvened the regular meeting at 7:30 p.m.

Upon a motion duly made and seconded the Cypress Creek Pest Control contract was renewed at a rate \$84.00 per application.

Upon a motion by Brenda Stuart, seconded by Gregory Creel the Board unanimously approved authorizing suit and foreclosure on the following accounts:

Record #002021

Record #902350

Record #006045

Minutes: Upon a motion by Brenda Stuart, seconded by Sherry Carthane the Board unanimously approved the minutes of the January 28, 2016 meeting.

Security Report: Deputy Enstrom presented the security report for the previous two month period.

Financial Reports: Brenda Stuart reviewed the financial reports for the months ending January 31, 2016 and February 29, 2016. Upon a motion by Gregory Creel, seconded by Sherry Carthane the Board unanimously approved the financial reports and expenditures as presented.

Unanimous Consent of Actions Taken Without a Meeting: Upon a motion by Sherry Carthane, seconded by Gregory Creel the Board unanimously approved a prior decision via email to approve the

(Continued on Page 8)





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CANYON GATE

(Continued from Page 7)

renewal of the Sheriff's Contract at an annual cost of \$67,150.00. The monthly cost of the contract is reimbursed by the MUD #280 throughout the year.

Old Business:

Brenda Stuart reported that the two light poles next to the pool area had been replaced as previously approved.

The Board postponed any action regarding the Boudreaux Irrigation and Plantings until the May meeting.

New Business:

The Board reported that Celeste Bellnoski has retired as the On-site Manager on February 19, 2016. The Board had solicited and completed the interview process and a new manager would begin in Mid-April.

Upon a motion by Sherry Carthane, seconded by Lee Stubbert the Board unanimously approved Adopt-a-School donations in the amount of \$1,000.00 to Canyon Pointe Elementary and \$2,500.00 to Oakcrest Intermediate School.

The Board unanimously approved May 14, 2016 and September 17, 2016 for the Community Garage Sales. All future Community Garage Sales will be held on the 2nd Saturday in May and the 3rd Saturday in September annually.

Les Lightfoot (LEI): Les Lightfoot answered questions and concerns from the residents in attendance regarding the landscape contract.

Resident Input: Residents in attendance questioned the Board regarding their fences that back up Boudreaux Road and their concerns regarding the imminent expansion and commercial center under construction. The residents were advised that their fence line was not common property and each owner is responsible for the maintenance of their fence. The residents were also reminded that a legal opinion regarding the ownership and responsibility of the fence line was mailed to each of the impacted owners in June 2014. The Board also answered questions regarding irrigation, plantings and clubhouse usage.

The meeting was adjourned at 8:57 p.m.

PERSONAL CLASSIFIEDS

Personal Classifieds (one time sell items, such as a used bike...) run at no charge to Canyon Gate at Northpointe residents, limit 30 words, please e-mail manager@cgnoa.com.



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Common Household Product is Magic

Most of us already know that a teaspoon of baking soda in the batter will make the muffins rise, but who knew that a pinch of it mixed with scrambled eggs will make them fluffier or added to water will make steamed vegetables stay green?

Aside from cooking, however, everyone knows that an open box of baking soda in the fridge will absorb strong odors. But did you also know that baking soda in the bath water can relieve itchy skin caused by bug bites or poison ivy? And that pouring a cup of baking soda followed by a cup of hot vinegar down a stopped up drain will unclog it? Baking soda also can be used to polish tarnished silver, remove rust stains, extinguish a grease fire, freshen toothbrushes and clean dishwashers and coffee makers. Add it to kitty litter and the laundry to help freshen and deodorize. Sprinkle baking soda on a wet sponge to scrub residue off a cast-iron skillet. Or use it on sidewalk and driveway cracks as a non-toxic weed killer. A dusting of it around pet food bowls will keep ants away too.

A couple of cautions about baking soda, though: Its magic powers fade with time, so check the expiration date on the box. Most important, don't mix it with other cleaning products. The chemical reaction could be toxic.



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4 Spices with Surprising Health Benefits

When it comes to adding flavor to your favorite meals, there's more to seasoning than salt and pepper alone. There's a whole world of spices out there that can take your cooking game to the next level and offer some surprising health benefits along the way.

Spice up your meals with these top picks that are as healthy as they are versatile.

1) Oregano. Fun fact: One teaspoon of oregano has the same amount of antioxidants as three cups of spinach. This healthy herb also contains potassium, zinc, iron, protein, calcium, magnesium, and fiber.

Try it: Add a few pinches of oregano to a dish of melted butter. Brush it on fresh-baked dinner rolls for a flavorful finish.

2) Cinnamon. Sure, it's a tasty addition to all-things sugary and sweet, but did you know that cinnamon can help reduce blood sugar levels? Plus, it's been shown to help improve brain function, promote better heart health, and even protect against diabetes.

Try it: Top baked sweet potatoes with a dash of cinnamon and nutmeg. These two spices pair well together and their woody aromas make them top picks for holiday dishes.

3) Nutmeg. Speaking of nutmeg, did you know that this spice can help prevent cavities? It can also naturally detox the body, improve

digestive health, and reduce inflammation and pain.

Try it: Sprinkle a pinch of nutmeg onto your morning bowl of oatmeal and pair it with your favorite fresh fruits.

4) Cumin. One tablespoon of this spice contains 20% of your daily iron, which plays a big role in carrying oxygen to all of your cells. It can also boost your brainpower and keep your immune system in tip-top shape.

Try it: Add a dash of cumin to your next batch of chili. It will add a hint of spice without turning up the heat.

Donna Kelly-Konopka



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Pasta Salad

- 4 cups Elbow Macaroni
- 3 whole Roasted Red Peppers Chopped (more to taste, can also use Pimentos)
- 1/2 cups Black olives - chopped fine/ can use Calamari olives
- Add pepperoncinis sliced - to taste
- 6 whole Dill pickle slices -diced about 1/2 cup diced
- 3 whole Green onions sliced - white and dark green parts
- 1/2 cups Mayonnaise
- 1 Tablespoon Red Wine or Distilled Vinegar
- 3 teaspoon Sugar more or less to taste
- 1/4 Salt teaspoon
- Plenty of black pepper
- 1/4 cup Milk - more if needed
- Splash of Pickle juice - add more if needed/ can also add pepperoncinis juice also

Cook Macaroni in lightly salted water according to package directions. Drain and rinse under cold water to cool. Set aside.

Mix together mayo, vinegar, sugar, salt & pepper. Splash in enough milk (1/4 of milk) to make it pourable. Splash in pickle juice for extra flavor. Taste & adjust seasonings as needed. Set aside.

Place cooled Macaroni in a large bowl and pour 3/4 of the dressing. Toss and add more dressing if you if you like. (Dressing will seem a little thin, but it will thicken up as salad chills).

Stir in olives, Roasted red peppers(or Pimentos), pickles, and green onions. Add more of any ingredient if you'd like stuff going on. At the end, splash in a little more pickle juice and stir.

Chill for at least 2 hours before serving. Sprinkle with sliced green onion to serve.





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